

SSC-0177-73

6 June 1973

MEMORANDUM FOR: Cognizant Officers

SUBJECT : Subcommittee Interim Report
Policy and Management
Implementation Plan

1. The following information with its attachments is provided for incorporation into the Policy and Management Reorganization Implementation Plan. General descriptions of implementation actions relevant to the reorganization as well as a time table are presented.

2. The offerings have been structured with two basic concepts acknowledged:

a. Staffing will be done later at the discretion of the Director.

STATINTL b. Space allocations will require coordinated action by [REDACTED] and approval of management.

3. It is estimated that the reorganization of the various branches of the Plans, Program, and Administration Division will require no time and no relocation with the exception of Plans and Program Branch which should be moved to Room 4E 71. The move is anticipated to require one day. Transfer of the Secretary, Security Committee and Records Administration Officer as well as three secretaries will take place on the same day.

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4. The proposal for the Special Security Center can be implemented at any given moment.

5. The plan for the Information Handling Security Group has been carefully designed and requires attention to the decision to move or not to move the group to the Headquarters Building. There is also question raised by [REDACTED] as to the timing on personnel adjustments and the name of the group. [REDACTED] proposes that it be redesignated as a Division. [REDACTED] estimates that a total time requirement of 12 weeks would be required for implementation. Details of his plan are contained in the attachment.

6. Attachment at TAB B is a PERT chart which reflects the major issue mentioned above and which considers some of [REDACTED] ATINTL proposals.

STATINTL

[REDACTED]
Chief, Special Security Center

Attachments

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